

DESIGN MANUAL CITY OF BRUNSWICK

FREDERICK COUNTY, MARYLAND

OCTOBER 2000

(Amended and Re-Adopted March 14, 2006, Ordinance No. 434)

Mayor and Council:

Carroll Jones, Mayor
J. Brent Bell
Ron Bruchey
Debbie Greenfield
Beth Johnson
Tom Smith
Walt Stull



Planning Commission:

Edward Gladstone, Chair
Connie Koenig, Vice Chair
Wayne Dougherty, Secretary
Don Krigbaum
Ellis Burruss, Alternate
Walt Stull, *ex officio*

David B. Dunn, City Administrator

Al Danaher, Director of Public Works

Rick Travers, City Engineer (VIEW Engineering)

Planning Staff:

Richard L. Stup, Brunswick Planning and Zoning Administrator
Jeffrey D. Love, Development Review Planner
Lisa R. Deener, Planning Assistant
Carole Larsen, Frederick County Planning Department Liaison

CITY OF BRUNSWICK DESIGN MANUAL

1.0 GENERAL

A. Reference

All subsequent references to the City or City of Brunswick shall mean the Mayor and Council of Brunswick. Any references to other documents in this Manual shall mean the latest edition of that document.

B. Purpose and Objectives

This Design Manual is intended to provide the Developers and consulting engineering community with the City of Brunswick's requirements, references, standards and procedures. The Manual is intended to aid the designer during the preparation and presentation of engineering design for the City of Brunswick. The Design Manual was developed in cooperation with the Planning Commission, Mayor and Council, Office of Planning and Zoning, and the City's engineering and public works staff. It must be clearly understood that the criteria and/or requirements presented herein are considered by the City to be minimum requirements and that additional requirements may be enforced as the City deems appropriate on a case-by-case basis. In the event a conflict exists between requirements, the more stringent applies.

It is intended that the use of this Manual should help achieve the following objectives:

1. This Manual is intended to implement the general responsibility of City government to provide for the health, safety and general welfare of the populace.
2. Uniformity of Approach - The City desires its facilities to be designed with similar characteristics, configuration and features as much as is practical considering project requirements. It is hoped that this Manual will promote such uniformity.
3. Economy of Design and Schedule - By stating the City's requirements and preferences at the outset, we hope to eliminate costly false starts and schedule slippages caused by the need to redesign.
4. Technical Quality Improvement - It is hoped that by setting forth the City's standards which reflect considerable experience, the overall quality of design and construction will be improved.

5. Information - It is intended to eliminate unnecessary inefficiencies by answering designers' questions common to most designs.

C. Updates of Manual

Revisions to the Manual may be made from time to time, as the City deems appropriate. As revisions are made, copies of the revisions, as well as the original Manual, will be available to interested parties at the Office of Planning and Zoning at a reasonable cost.

D. Saving Clause

If an article, section, sub-section, clause, or phrase of this Manual is for any reason held unconstitutional or void, such decision shall not invalidate the remaining portions of the Manual.

E. Conflicts, Modifications, and Amendments

1. It being the intention of the Design Manual that the standards contained herein be the minimum requirement, whenever any provision of this Design Manual conflicts with any other applicable provision of federal, state, or local law governing the same subject matter as the Design Manual, that provision which is more restrictive or imposes the higher standards or requirements shall govern. Such determinations shall be made by the Superintendent of Public Works with concurrence of the City Engineer.
2. Waivers, exceptions, and modifications to the standards set forth herein ("Modifications") may be applied for by private individuals, developers, or City agencies in accordance herewith and may be granted by the Superintendent of Public Works but only with the concurrence of the City Engineer. Applications for Modifications may only be granted under unusual or atypical circumstances where the strict application of these standards would result in less than excellent design, extraordinary environmental damage or intrusion, or unreasonable hardship to the applicant, and only when supporting materials and justification for the requested Modifications are found satisfactory and within the intent and purpose of the Design Manual by the Superintendent and City Engineer. Modifications in connection with projects or applications that involve Planning Commission review and action are also subject to review and approval by the Planning Commission prior to being granted and/or denied by the Superintendent and the City Engineer.
3. The Planning Commission, on its own initiative or by written application of the applicant, shall have the right to approve Modifications to the street,

alley, and access requirements during plan/plat review to achieve the goals of the Master Plan, Planning Commission Design Policies, and excellence of design as determined by the Planning Commission with the recommendation of the Superintendent of Public Works and the City Engineer when supporting materials and justification for the request are found to be satisfactory and within the intent and purpose of the Design Manual.

4. Appeals from the decision of the Superintendent of Public Works regarding Modifications may be taken by any City agency or private person to the Mayor and Council. Appeals from the decision of the Planning Commission will be accordance with the City Code.
5. Coordination with the State Highway Administration will be required where existing or proposed state highways are involved in any application for Modifications.
6. All applications and requests for Modifications shall be submitted in writing with the appropriate fee to the Superintendent.
7. Individual amendments to the Design Manual may be filed with the appropriate fee, supporting material, and justification statements to the City Staff and Planning Commission.